



MEALS PLUS SPONSORED LUNCH PROGRAM

INFORMATION FOR VOLUNTEERS



ABOUT MEALS PLUS

Meals Plus is a Day Centre in the heart Parramatta providing basic needs and support to people who are homeless or disadvantaged. Meals Plus works to break the cycle of homelessness by providing quick solutions for people in need of emergency support. It is an entry point into Parramatta Mission's community services.

Meals Plus is open for breakfast and lunch from Monday to Friday.

Services include: emergency food assistance, laundry and shower facilities, financial counselling, legal advice by visiting solicitors, housing advocacy, Centrelink outreach service and referral to accommodation services.

Meals Plus provided over 46,000 meals to disadvantaged people last year - up 10,000 from the year before.

Apart from the Meals plus Coordinator, the Support Worker and a Cook, Meals Plus operates entirely on a volunteer workforce.

Volunteer tasks are fully supervised and include: preparing food, cooking, washing up, setting tables, clearing tables, serving meals, setting out produce for emergency food parcels, cleaning up, stacking chairs and folding tables.

The details for a Sponsored Lunch are as follows:

Start time: **9.00am**

Finish time: **1.30pm**

Location: **119 Macquarie St, Parramatta**

Parking: **There is no parking at Parramatta Mission.** The closest parking station is on Horwood Place (across the road on the right).

Public transport: **Parramatta Railway Station is a 5 minute walk from Meals Plus.**

On arrival: Go to reception on level 1 and advise the receptionist that your team is here to volunteer at Meals Plus. The receptionist will direct you to Meals Plus, which is accessed from behind the Church.

What to wear: Long pants, shirts/t-shirts with short or long sleeves, covered shoes with non-slip soles.

Children: Volunteers under 18 are not allowed within Meals Plus - this is part of our Duty of Care.

Your contact people at Meals Plus are:

Paul Moussa - Meals Plus Coordinator/Case worker

Bianca Ferrari - Volunteer Manager

Silvia - Cook



CORPORATE VOLUNTEERING

A corporate volunteering program is an employer-supported volunteering program that encourages employees to volunteer during their normal hours of employment. Corporate Volunteering, often referred to as Employer-Supported Volunteering (ESV) or Employee Volunteering (EV), is becoming an integral part of corporate social responsibility programs in Australia. More and more NSW businesses are now seeking volunteering opportunities for their employees, with the increased interest being attributed to the following:



- Growing awareness of corporate social responsibility
- Increasing publicity and government agendas around volunteering and social inclusion
- The need for professional and personal development opportunities for teams
- Increasing competition for qualified personnel with an associated focus on employment conditions
- Rising interest in becoming an employer of choice
- 'Hosting' or sponsoring a lunch at Meals Plus is an ideal team-building experience, catering for up to 12 volunteers.

HOW TO BOOK

For Corporate Volunteering experiences:

Please email bianca.ferrari@parramattamission.org.au or jenny.fuda@parramattamission.org.au with your selected volunteer date(s) and shift(s). You will receive a return email confirming your booking. Bookings should be made at least two weeks before the nominated volunteering date(s).

For Work Health & Safety purposes, you will need to provide the full names and contact details of the volunteers and the 'team leader' at least one week before your volunteering date.

You will also need to confirm that all Volunteers have completed their background checks via an acknowledgment form provided once your booking is confirmed.

INSURANCE

Parramatta Mission has insurance coverage for volunteer workers. Please advise if you require a copy.

CORPORATE VOLUNTEERING PROGRAM DONATION

Corporate Volunteering (team-building experiences) at Meals Plus:

Each Team Volunteering session at Meals Plus incurs a donation fee for up to 12 employees. As Meals Plus is completely un-funded by the Government, we rely heavily on Donations and Grants in order to keep this service operating. The fee includes the coordination of each volunteering opportunity at Meals Plus; risk assessment; lunch at Meals Plus; and supervision by a Parramatta Mission staff members who will be present throughout the experience. Once your booking is confirmed, an invoice will be sent.

CONTACT INFORMATION

Bianca Ferrari on 02 9891 2277 or email bianca.ferrari@parramattamission.org.au (Volunteer Coordinator) or Jenny Fuda jenny.fuda@Parramattamission.org.au (Marketing and Fundraising Coordinator)

Many thanks again for your interest in supporting Parramatta Mission. We look forward to hearing from you.